



Virginia Information Technologies Agency



Wireless E-911 Services Board Meeting

General Business Meeting

May 22, 2008





Agenda

1. Call to Order
2. Approval of Minutes
3. Financial Report
4. CMRS Report
5. FY 10 PSAP Grant Program Funding Cycle
6. Emergency and FY 08 PSAP Grant Extensions
7. Identified Funding Need in FY 10
8. Wireless Funding Analysis
9. Update on NG9-1-1 and Hosted Services Pilot Projects
10. Old Business
11. New Business
12. 12 Adjourn



Financial Report

Wireless E-911 Service Board March 2008 Financial Report

Item	Month	YTD	Appropriation
DPSC Expended	\$ 100,819.96	\$ 3,594,662.47	\$ 2,178,809.89
PSAP Funding	\$ 2,878,281.13	\$ 22,084,907.16	\$ 25,294,000.00
CMRS Funding	\$ 1,339,619.13	\$ 9,084,343.99	\$ 13,562,902.00
Fund Transfers	\$ -	\$ 5,450,000.00	\$ 5,450,000.00
Total Expenditures	\$ 4,318,720.22	\$ 40,213,913.62	\$ 46,485,711.89
Revenue	\$ 4,138,326.60	\$ 36,764,235.43	
Interest		\$ 486,630.45	
Difference		\$ (2,963,047.74)	
Beginning Fund Balance		\$ 19,378,844.71	
New Fund Balance	\$	16,415,796.97	



CMRS Status Summary - Remaining

CMRS	Phase I	Phase II
Alltel	1	2
AT & T	1	2
Nextel	0	3
Nextel Partners	0	1
nTelos	0	2
Sprint	0	5
T-Mobile	2	3
U.S. Cellular	0	1
Verizon Wireless	0	5
Total	4	24



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FY 10 PSAP Grant Program



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Overview

- Emergency PSAP Grants
 - Only Continuity Program available
 - 16 grant awards totaling \$1.9M
- FY 08 PSAP Grants
 - Continuity and Enhancement Programs
 - 46 applications were received that encompassed a broad range of projects, including 8 regional grants
 - Grant awards totaled \$5.5M
- FY09 PSAP Grants
 - Consolidation Program added
 - 102 separate projects submitted for funding that included 9-1-1 equipment, personnel projects, GIS, NG9-1-1, CAD, radio consoles, fixed and transportable back-up, microwave link, and pictometry
 - Grant awards totaled \$7.8M



Desired Outcomes

- Define short-term future of PSAP Grant Program in relation to:
 - Funding Tiers
 - Grant Programs
 - Funding Priorities
- Address issues raised by members of the PSAP Grant Committee since last year
- Act on Board Directives with suggested grant program guidance:
 - Expectations (e.g. recommendations on exceptions)
 - Expanded scope (e.g. VDEM)
- Increase accessibility and fundability of PSAP Grant Program in relation to the needs of Virginia primary PSAPs



PSAP Grant Program Funding Tiers

1. Replacement of out of service wireless E-911 equipment to enable primary PSAPs to maintain current service levels to the public
2. Replacement of non-vendor supported wireless E-911 equipment to enable primary PSAPs to maintain current service levels to the public
3. Consolidation
4. Replacement of technically outdated wireless E-911 equipment to enable primary PSAPs to maintain current service levels to the public
5. Strengthen current equipment and service delivery capability by upgrading existing wireless E-911 related equipment or services
6. Broaden or increase the delivery of wireless E-911 equipment or service beyond established minimum functional standards



Continuity and Consolidation Program

- The Board will provide funding to primary PSAPs for projects designed to replace or upgrade wireless E-911 equipment and services that are technically outdated, without vendor support, or can no longer perform at an established minimum functional standard to sustain an acceptable level of service to the public; **or, the initial purchase of items specifically listed on this program's priority list.** The Board will also provide funding for primary PSAPs to utilize in consolidation projects.



Continuity & Consolidation Program Priorities

- CPE
- Mapping system
- Mapping servers and workstations
- **GIS: high priority (refer to GIS-related Grant Request Prioritization Matrix for a description of GIS projects that would have a high funding priority)**
- Voice recorders and logging system
- Computer-Aided Dispatch
- Call accounting equipment
- **GIS: medium priority (refer to GIS-related Grant Request Prioritization Matrix for a description of GIS projects that would have a medium funding priority)**
- **Time Synchronization**
- Computer system networking improvements for items included in this program
- Other Continuity and Consolidation items



GIS-Related Grant Request Prioritization Matrix

- Tool for both applicant and PSAP Grant Committee members to use when assessing the funding priority of a GIS-related project in a grant application
- Created by GIS subject matter experts (Chris Hardesty and Lyle Hornbaker) and reviewed extensively by PSAP Grant Committee
- Matrix groups GIS-related projects into the following categories and assigns a high, medium, or low priority:
 - Enterprise Software/Hardware
 - GIS Tools
 - Data
 - Hardcopy Software/Hardware
 - Map Data Transfer to/from the PSAP
 - Emergency Services Mapping Software/Hardware



Enhancement Program

- The Board will provide funds to primary PSAPs for projects designed to enhance cross-jurisdictional information sharing and collaboration among PSAPs, PSAP staff development, and new capabilities beyond those currently available with wireless E-911; **or,**
upgrades/replacements of existing Enhancement projects.



Enhancement Program Priorities

- Next Generation 9-1-1
- Recruitment of personnel
- Training of personnel
- Transportable back-up for PSAP primary operational items
- Fixed back-up for primary PSAP operational items
- Radio consoles
- **GIS: high priority**
- **GIS: low priority**
- **EMD/ Police Dispatch/Fire Dispatch software or protocols (not funded through another grant program)**
- Other Enhancement items



Programmatic Changes to Guidelines

- The Committee was satisfied with the six existing funding tiers, but there was some discussion about the appropriateness of another funding tier to address statewide hosting. The Committee recognizes that it needs to be proactive and will attempt to align the PSAP Grant Program to support the Board's intentions with the FY 11 Funding Cycle.
- The funding limits for regional initiative and consolidation grant awards have increased:
 - \$325,000 for a regional initiative involving two primary PSAPs or a currently consolidated PSAP
 - \$475,000 for a regional initiative involving three primary PSAPs and/or two primary PSAPs and a currently consolidated PSAP
 - \$625,000 for a regional initiative involving four primary PSAPs and/or three primary PSAPs and a currently consolidated PSAP
 - \$775,000 for a regional initiative involving five or more primary PSAPs and/or four or more primary PSAPs and a currently consolidated PSAP
 - \$800,000 for a consolidation project



Programmatic Changes to Guidelines

- The deadline to apply for a grant each year has been changed to October 31st to avoid having the same deadline already established for annual true-ups.
- In order for a funding request from a primary PSAP to be considered, the PSAP must have already submitted any required true-up for the previous FY by the identified deadline, unless an exception has been granted by the PSC Coordinator:
 - This item was requested by staff to encourage the timely submission of annual true-ups and expedite recalculation of wireless funding distribution percentage
- In order to increase participation among the most financially challenged PSAPs in this grant program, there is no longer any required local match:
 - 42 PSAPs have not yet made a funding request (Includes FY 07 Emergency Grants, FY 08, and FY 09)



Programmatic Changes to Guidelines

- Certain projects, such as GIS and personnel recruitment and retention, shall require data sharing with the Commonwealth of Virginia, as well as other PSAPs, when appropriate. This requirement will be stated in the grant award.
- Maintenance may be included as a pre-paid option for an original purchase (up to 5 years) for items that are included in the priority list for the Continuity and Consolidation Program. Maintenance as a separate purchase is not eligible for funding.
- Committee members are appointed and serve at the pleasure of the Board's chairperson. There is no longer a reference to staggered two- or three- year appointments.
- The supporting information required for the Statement of Need, Comprehensive Project Description, Budget and Budget Narrative, and Evaluation Plan has been streamlined and is consistent with the revised online grant application.



Attorney General Office's Review

- The only legal concern is the definition of "Primary Public Safety Answering Point" on page 5. The definition of a Primary PSAP in the Guidelines is the same as the definition of a "Public Safety Answering Point" found in Virginia Code 56-484.12. The inconsistency in nomenclature is likely to lead to confusion regarding the applicability of the Guidelines.
 - AG's office recommends that either the word "Primary" be deleted from the term used in the Guidelines or clarification be added to the definition to indicate what makes a statutorily-defined PSAP "Primary." Either approach would address the inconsistencies with the Code.
 - Staff recommends that clarification be added to the definition "Public Safety Answering Point" in the Guidelines
- The Board has been hearing appeals and it is presumed that it will continue that practice.
 - AG's office recommends that a grant appeals process be established and be included in the guidelines indicating at a minimum to whom appeals should be directed and any applicable deadlines.
 - Staff recommends when an appeal is received by the PSC Coordinator it is sent to the Committee for comment and a summary report is presented to the Board at its next meeting.



Attorney General Office's Review

- AG's recommendations pertaining to drafting issues to avoid ambiguities and make the grant process more of a self-executing enterprise:
 - Delete the repeated references to the Board's ability to change the deadlines to avoid undermining the significance of those dates.
 - Staff recommends deleting repeated references to the Board's ability to change deadlines
 - Rely on the defined terms as much as possible to avoid introducing the possibility that requirements can be satisfied in multiple ways. In the discussion of Regional Initiatives, the Guidelines indicate that either "letters of commitment and/or a joint MOU must be provided by all participating localities." The term MOU is defined in the Guidelines, but the term "letters of commitment" is not, which could require the Board to determine on an ad hoc basis what constitutes a "letter of commitment" sufficient to qualify for a grant award.
 - Staff recommends removing the term "letters of commitment"
 - Move the supplanting provision to the eligibility section so that it's not overlooked. The description of supplanting is not a definition, but a rule.
 - Staff recommends moving the supplanting provision
 - Clarify eligibility for multiple grants by incorporating suggested text
 - Staff recommends incorporating suggested text to clarify eligibility
 - Set a deadline for submission of extension requests to the Board
 - Staff recommends setting deadline
 - Adopt miscellaneous word-smithing
 - Staff recommends adopting miscellaneous word-smithing



Required Board Action

- Approve FY 10 PSAP Grant Program material, to include:
 - Tiers
 - Programs
 - Priorities
 - Guidelines (with the recommendations contained in the AG Office's comments)



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Emergency and FY 08 PSAP Grant Extensions





Extensions for Emergency Grants

- Grant executions: (\$450,000)
 - Alleghany (\$150,000)
 - Covington (\$150,000)
 - Petersburg (\$150,000)
- Financial Report:
 - Amelia
 - Augusta
 - Colonial Heights
 - Giles
 - Norfolk
 - Northumberland
 - Vinton



Extensions for FY 08 Grants

- Grant executions: (\$1,986,457)
 - Alleghany, Clifton Forge, & Covington (\$300,000)
 - Bland (\$2,400)
 - Bland, Wythe, & Wytheville (\$300,000)
 - Christiansburg (\$150,000)
 - Franklin, Partick & Martinsville Henry Co (213,968)
 - Gloucester (\$150,000)
 - HRECC (\$297,500)
 - Highland (\$82,192)
 - Martinsville/Henry Co (\$96,519)
 - Nelson (\$55,478)
 - Patrick (\$33,600)
 - Powhatan (\$150,000)
 - Pulaski (\$2,400)
 - Stafford (\$150,000)
 - Washington (\$2,400)
- Financial Reports:
 - Bedford
 - Botetourt
 - Chesterfield
 - Fairfax
 - Floyd
 - Franklin
 - Frederick
 - Goochland
 - Greenville
 - Hampton
 - Hopewell
 - Louisa
 - Metro Richmond
 - New Kent
 - Nottoway
 - Poquoson
 - Shenandoah



Required Board Action

- Approve 3 grant execution extension requests for Emergency Grants totaling \$450,000
- Approve 7 financial reporting extension requests for Emergency Grants
- Approve 15 grant execution extension requests for FY 08 Grants totaling \$1,986,457
- Approve 17 financial reporting extension requests for FY 08 Grants



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Identified Funding Need in FY 10



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Distribution of PSAP Grant Program Funding

- Distribute 10% of the Wireless E-911 Fund collected during the current fiscal year as PSAP grants to support Wireless E-911.
- Distribute any remaining funds from the 30% CMRS earmark collected during the previous fiscal year as PSAP grants to support wireless E-911.
- Distribute to the PSAPs any uncommitted grant funding at the end of each fiscal year based on the same distribution percentage used during the fiscal year in which the funds were collected.
- Retain any of the uncommitted grant or CMRS funding for an identified funding need in the upcoming fiscal year, which may include specified grant funding or special projects for the next fiscal year.



FY 09 Uncommitted Grant Funding

- \$10,884,794 was available in funding for the FY 09 PSAP Grant Program from three sources:
 - Carry-over of uncommitted grant funding from previous fiscal year (estimated at \$2.9M). This action was approved by the Board at its meeting on May 24, 2007 for identifiable funding needs
 - Remaining funds from the 30% CMRS earmark collected during the previous fiscal year
 - 10% of the Wireless E-911 Fund collected during this current fiscal year
 - Since we are still collecting funds for the FY 09 Funding Cycle, the final dollar amount for the 10% portion of the Wireless E-911 Fund collected in this current year is unknown; thus, the \$10,884,794 is an estimate
- Awards totaling \$8,086,744 were approved by the Board at its January 30th and March 27th meetings
- Estimated uncommitted grant and CMRS funding for the FY 09 Funding Cycle is \$2,798,050



Identified Funding Need

- End of life notice for Freedom Recorders (\$517,585.30)
 - Conservatively estimated 10 replacements at \$51,758.53 for a total of \$517,585.30 for FY 09 Funding Cycle; Board approved 8 awards.
 - Estimating another 10 replacements at the same funding level of \$517,585.30 for FY 10 Funding Cycle
- Consolidation (\$1,600,000)
 - Two groups of PSAPs have expressed an interest in consolidating and have requested staff to engage a vendor to conduct a feasibility study.



Identified Funding Need

- Provide an alternative funding solution to PSAPs that have experienced a decline in wireless funding revenue in FY 08 (\$1,500,000)
 - Of the 68 PSAPs estimated to receive less than \$60,000 in wireless funding in FY 08, 65 of these PSAPs are receiving less funding in FY 08 as compared to FY 07. Furthermore, 35% of these PSAPs have never made a funding submission
 - The PSAP Grant Committee has requested expanded outreach efforts to educate these PSAPs about the PSAP Grant Program and to encourage at least 10 PSAPs to participate in the FY 10 Funding Cycle



Identified Funding Need

- PSAP Scholarship Program (\$256,000)
 - Attendance by 1 representative from each of Virginia's 128 primary PSAPs at the Fall APCO/NENA state conference and the Spring NENA/APCO state conference
 - The purpose of this program is to enhance grant knowledge and professional development
 - The per person cost is estimated at \$1,000 for each conference venue
 - Program scope and necessary financial controls will be developed by PSC staff and members of the state chapters of APCO and NENA. An update will be presented at the Board's July meeting



Requested Board Action

- Uncommitted grant and CMRS funding from the FY 09 Funding Cycle is \$2,798,050
- Identified funding need of \$3,873,585.30 has been presented
- Staff is requesting, with the recommendation of the PSAP Grant Committee, that the anticipated uncommitted grant or CMRS funding be retained in the upcoming fiscal year for the identified funding needs presented
- This action is requested as an alternative to “flushing” the uncommitted funding



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Wireless Funding Analysis



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New Wireless Fund Distribution

- First year for new wireless funding methodology is FY 07
 - 60/30/10 distribution
 - Monthly dispersements to PSAPs
 - Baseline numbers
- For many localities this new methodology represented an increase over FY 06 funding levels
- Don't really see the effects of the new methodology until FY 08 when you have a year of historical data for comparison
 - Annual recalculation for growth
 - Adjustments at the expense of another PSAP



Impact of FY 08 Wireless Fund Distribution

- Of the 127 primary PSAPs included in the recalculation of the wireless funding distribution percentage:
 - The distribution percentage decreased for 96 PSAPs
 - The distribution percentage increased for 31 PSAPs
- **Of the 96 primary PSAPs that experienced a decrease in their wireless fund distribution percentage, 87 PSAPs are projected to see a decrease in their total wireless funding for FY 08**
- **Considering data from FY 06, FY 07, and FY 08, can you identify what is driving this process?**
 - Wireless 9-1-1 call volume
 - Almost every PSAP had an increase in wireless call volume
 - PSAP expenses and local investment
 - **Increase in wireless funding is directly related to an increase in costs**
 - **PSAPs that experienced a rapid growth in their costs had the largest increases in wireless funding**
 - **Issue may be that PSAP costs did not grow enough to get them above the minimums**



Impact of FY 08 Wireless Fund Distribution

- Learn from the numbers:
 - Not just the impact of the recalculation of the wireless fund Distribution Percentage, but how do we offset unintended consequences, if any:
 - PSAP Grant Program
 - Number of awards
 - Dollar amount of grant awards
 - Localities receiving grant awards
 - Hosted Services
 - Current equipment and service costs
 - Recurring and maintenance costs
- Staff will educate from the numbers:
 - Funding methodology
 - Annual True-Up process
- Further Analysis?



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Update on NG9-1-1 and Hosted Services Pilot Projects



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NG-911 Project Update

- Project costs not finalized, but rather “not to exceed”
- Recurring costs being determined as is breakdown between PSAP and “infrastructure” costs
- Likely recommend central funding of recurring infrastructure costs

Project	Total Cost	Grant	NG-911
Southside NG-911 Routing/Network	\$1,250,000	\$250,000 remaining	\$1,000,000
Southwest NG-911 Hosted Services	\$1,100,000	\$450,000	\$650,000
Montgomery, Blacksburg, Christiansburg HS	TBD	\$300,000 current funding	TBD



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Old Business





Grant Award Amendment Requests

- FY 07 Awards:
 - Covington is requesting permission to use part of its award for CPE replacement towards the purchase of a voice logger (no additional funding)
- FY08 Awards:
 - Martinsville/Henry County was awarded funding for remote answering positions and a mapping system upgrade. Since the PSAP will not be purchasing the remote answering positions, it is requesting permission to use both awards for the mapping upgrade (no additional funding)
 - Patrick County was awarded funding for remote answering positions and a voice logger. Since the PSAP will not be purchasing the remote answering positions, it is requesting permission to use both awards towards the purchase of the voice logger (no additional funding)



Grant Award Amendment Requests

- FY 08 Awards:
 - Fredericksburg is declining its grant award for structural addressing and GIS map maintenance. Instead, the PSAP is requesting the Wireless Board to reallocate a portion of the funds from the previous grant award to **reimburse** the locality for a GPS Command Center Package for use in the E-911 Center at a cost of \$11,500.
 - The PSAP Grant Committee does not recommend approval for the following reasons:
 - Reimbursement
 - Time synchronization was not identified as a priority in FY 08 and other funding requests in the same funding cycle were denied
 - Approval would be inconsistent with previous Board action.



Grant Award Amendment Requests

- FY 09 Awards:
 - At its last meeting, the Board approved a grant award for Eastern Shore in the amount of \$18,839. The amount should have been \$45,001.
 - At its last meeting, the Board approved a grant award for Hanover in the amount of \$150,000 with a match of \$150,000. The match amount should have been \$37,500.
- Staff requests permission to make administrative (non-financial) adjustments to grant awards for the PSAP Grant Program



New Business

- CMRS Committee Report
- FY 07 CMRS Funding Close Out
- Other Business
- Public Comment
- Adjourn
- Next Meeting is July 24, 2008